

# LOCAL AUTHORITIES HEALTH AND SAFETY FORUM (LA FORUM)

Minutes of the 13<sup>th</sup> meeting of the LA Forum held on Wednesday  
16 March 2005, Rose Room, Rose Court, 2 Southwark Bridge, London SE1 9HS

<u>Present</u>	<u>Representing</u>	<u>Apologies Received</u>	
John Cullen (Chair)	HSE		
Robert Parkes	HSE	Joyce Edmond-Smith	HSC
Steve Sumner	EO (Employers Organisation)	Hope Daley	UNISON
John Holden	IOSH		
Jonathan Holvey	HSE		
John McClean	GMB		
Ian Lavery	Glasgow City Council		
Allan Parry	TGWU		
Jonathan Lloyd	WLGA		
Nikki Hughes	HSE		
Philippa Mann (Mins. Secretary)	HSE		
Heather Bryant	HSE		
Peter Brown	HSE		
Alistair Dodds	SoPD		

## 1. INTRODUCTION

1.1 John Cullen welcomed Peter Brown, Jonathan Holvey and Heather Bryant to the meeting. Apologies were received from Joyce Edmond-Smith.

## 2. MINUTES OF THE LAST MEETING AND MATTERS ARISING

2.1 SOLACE- EO reported on the presentation made by Bill Callaghan to the SW Chief Executives (G51) recently. Secretariat to circulate Bill Callaghan's speech. It was agreed that it might be of more use to look for opportunities other than through SOLACE to reach the Chief Executives.

ACTION: HSE  
SECRETARIAT

2.2 GSE Priority Programme – Item discharged

2.3 Stocktake questionnaire – EO's work is expected to be complete by the end of May, and will be available on the website. EO to provide web address.

ACTION: EO

2.4 Framework document – Political support is being sought for the document which may delay its launch. This is now likely to be April or May post elections

ACTION: SOPD

2.5 Influencing Central Government –The draft letter has been agreed by Jane Kennedy, and will be issued shortly. Feedback will be provided in due course.

ACTION: SECRETARIAT

2.6 Falls from Height – Item discharged.

2.7 Green Book – Format for the supporting guidance has been decided. Check lists and good practice examples to be agreed. Information may be web based. The timescale for completion of the work required is not known at the moment. A further meeting will be held April/May. EO will report back to members at the next meeting.

ACTION: EO

2.8 Newly Elected Members – There is still an outstanding action item on HSE to draft an article for LG First. The use of Bill Callaghan’s speech as a basis for an article was suggested. An elected members name against an article may assist in getting it published.

ACTION: SECRETARIAT

2.9 Link to website – Item discharged.

2.10 Asbestos in schools – Nominations have been passed to Brian Trevett, but no further contact has been made. Secretariat to follow up progress and nominations.

ACTION: SECRETARIAT

2.11 Slips and Trips – Glasgow City Council has forwarded information to the Slips and Trips Programme team. EO reported on a Slips and Trips Road show being held in Birmingham on 21 April.

2.12 PSP/GSE – Agenda item.

2.13 Benchmarking – Agenda item.

2.14 Government North West – Item discharged

### **3. STRATEGIC APPROACH TO LA’s**

3.1 ODPM – Following reorganisation of work within HSE a new programme has been launched – Fit for Work, Fit for Life, Fit for Tomorrow (FIT 3). This brings together existing programmes focusing on reductions in accidents, ill health, and lost time.

Ministerial task force is proving an effective lever to drive forward improvements in health and safety through the sickness absence management agenda. The findings from the Ministerial Taskforce report show that organisations which have low sickness absence have top level commitment, support for managers including training, and real time data. For further information see <http://www.hse.gov.uk/gse/sickness.pdf>

Further thought will need to be given to the reform agendas in Wales and Scotland, and members agreed to consider how best to exploit those agendas.

EO provided information on the efficiency statements which LAs are being required to produce. Further information is available at [http://www.odpm.gov.uk/stellent/groups/odpm\\_localgov/documents/page/odpm\\_locgov\\_032805.pdf](http://www.odpm.gov.uk/stellent/groups/odpm_localgov/documents/page/odpm_locgov_032805.pdf)

Information was given to members on HSE's plan for strategic intervention with LAs. The approach seeks to engage CEs and EMs and get health and safety onto the mainstream agenda. A briefing pack for HSE inspectors has been developed, and will be copied to members.

3.2 Benchmarking – An update was provided following the meeting held on 1 March. Minutes of the meeting have been circulated.

ACTION: SECRETARIAT

#### **4. ALL WALES LOCAL GOVERNMENTS MANUAL HANDLING TRAINING PASSPORT AND INFORMATION SCHEME**

Information was shared on the passport scheme which has been developed in Wales. Other similar schemes are in operation i.e. Derbyshire. Further consideration is required, and is to be an item on the next agenda.

#### **5. MSD INITIATIVE**

Heather Bryant gave members an outline of the national MSD initiative Backs! that is to be run to improve and raise awareness of MSD issues. The campaign is looking to promote the use of lifting and handling aids. A HSE inspection initiative will be carried out in June/July 2005. A national Stakeholder event is being run (7 April) in Rose Court.

#### **6. AOB**

Concern was expressed about the recent 'Health & Safety for Scotland' Chief Executive letter, and subsequent follow-up phone call from a call centre. This work formed part of a communication exercise, and further information will be given at the next meeting.

Steve Sumner reported that 20 LAs are to form the nucleus to take forward Management Standards within LAs.

#### **7. NEXT MEETING**

13 July 2005 – 11.00AM, Fortune Room, Rose Court